



**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

AGENDA

REGULAR MEETING – WEDNESDAY, OCTOBER 28, 2015
PLAZA CONFERENCE ROOM AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

- 2. ROLL CALL**—Committee members Marc Roddin, Theron Tock, Greg Unangst, Vice Chairperson Kalyanaraman Shankari, and Chairperson Bruce England.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

4. MINUTES APPROVAL

Minutes for the September 30, 2015 meeting have been delivered to Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

5. UNFINISHED BUSINESS—None.

6. NEW BUSINESS

6.1 VEHICLE EMISSIONS REDUCTIONS BASED AT SCHOOL (VERBS) PROGRAM

Overview:

The Committee will hear a presentation from Pat Hines, founder, Safe Moves, and provide input regarding the current VERBS Program (Fiscal Years 2014-15 through 2016-17).

Recommendation:

Provide input regarding the current VERBS Program.

6.2 POLICE DEPARTMENT BICYCLE AND PEDESTRIAN ACCIDENT DATA COLLECTION AND REPORTING PROCEDURES

Overview:

The Committee will hear a presentation and provide input regarding the procedures used by the Mountain View Police Department to collect and report on bicycle- and pedestrian-related accidents.

Recommendation:

Provide input regarding the Police Department's data collection and reporting procedures.

6.3 JOINT MEETING TO DISCUSS MOBILITY-RELATED ISSUES

Overview:

The Committee's approved Fiscal Year 2015-16 Work Plan includes scheduling a meeting with one other City advisory body to discuss mobility-related issues. The Committee will discuss which advisory body staff should contact regarding the scheduling of the meeting.

Recommendation:

1. Identify the City advisory body to schedule a joint meeting with to discuss mobility-related issues.
2. Direct staff to coordinate with staff from the advisory body to schedule the joint meeting.

6.4 VALLEY TRANSPORTATION AUTHORITY (VTA) BICYCLE & PEDESTRIAN ADVISORY COMMITTEE (BPAC) UPDATE

Overview:

The Committee will receive a report from the City's VTA BPAC representative on the VTA BPAC agenda items.

Recommendation:

Comment on the VTA BPAC agenda items.

6.5 FISCAL YEAR 2015-16 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN UPDATE

Overview:

The Committee will review the Fiscal Year 2015-16 Bicycle/Pedestrian Advisory Committee Work Plan and provide updates on their recent activities.

Recommendation:

Provide updates to the work plan.

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS

No action will be taken on any questions raised by the Committee at this time.

7.1 STAFF COMMENTS

7.2 COMMITTEE COMMENTS

8. SET DATE AND TIME FOR NEXT MEETING

Wednesday, November 18, 2015—Special B/PAC Meeting, 6:30 p.m.

9. CALENDAR

Wednesday, January 27, 2016—Regular B/PAC Meeting, 6:30 p.m.

10. **ADJOURNMENT**

LF/7/PWK
901-10-28-15A-E

AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Public Works Department at (650) 903-6311.
- Interested persons may review the agenda and staff reports at <http://laserfiche.mountainview.gov/Weblink/Browse.aspx?startid=28815> and the Public Works Department counter beginning at 5:00 p.m. the Friday evening before each regular meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE – Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at (650) 903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE –**Any writings or documents provided to a majority of the Bicycle/Pedestrian Advisory Committee regarding any item on this agenda will be made available for public inspection in the Public Works Department, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



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**BICYCLE/PEDESTRIAN ADVISORY
COMMITTEE**

MINUTES

REGULAR MEETING – WEDNESDAY, SEPTEMBER 30, 2015
PLAZA CONFERENCE ROOM AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

Chairperson England called the meeting to order at 6:30 p.m.

2. ROLL CALL

Members Present: Committee members Marc Roddin, Theron Tock, Greg Unangst, Vice Chairperson Kalyanaraman Shankari, and Chairperson Bruce England.

Staff Members Present: Linda Forsberg, Transportation and Business Manager.

Public Present: Four (4) members of the public were present.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

Valerie Fenwick spoke regarding pedestrian and bicycle safety concerns at the Castro Street/Moffett Boulevard/Central Expressway intersection and the 100 Moffett Boulevard development construction site.

4. MINUTES APPROVAL

Motion—M/S Roddin/Unangst—Carried 5-0—Approve the minutes of the August 26, 2015 meeting.

5. UNFINISHED BUSINESS—None.

6. NEW BUSINESS

6:43 **6.1 AB 1234 STATE-MANDATED ETHICS TRAINING – ENFORCEMENT POLICY**

The Committee received a presentation and asked questions regarding the enforcement policy related to the State-mandated ethics training required pursuant to Assembly Bill 1234.

6:49 **6.2 BICYCLE TRANSPORTATION PLAN UPDATE**

The Committee received a copy of the Final Draft of the Bicycle Transportation Plan (BTP) Update and suggested a limited number of refinements before the document is presented to the City Council for final review and adoption in November 2015.

SPEAKING FROM THE FLOOR WITH SUPPORT, CONCERNS, AND RECOMMENDATIONS

- Cherie Walkowiak
- Patrick Moore
- Valerie Fenwick
- John Carpenter

7:20 **6.3 MOUNTAIN VIEW COMMUNITY SHUTTLE PILOT PROGRAM**

The Committee received a presentation and provided input regarding Mountain View Community Shuttle Pilot Program operations.

SPEAKING FROM THE FLOOR WITH SUPPORT, CONCERNS, AND RECOMMENDATIONS

- Patrick Moore
- Cherie Walkowiak
- Valerie Fenwick
- John Carpenter

8:06 **6.4 FISCAL YEAR 2015-16 BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (B/PAC) WORK PLAN UPDATE**

The Committee reviewed the Fiscal Year 2015-16 B/PAC Work Plan and provided updates on their recent activities.

SPEAKING FROM THE FLOOR WITH SUPPORT, CONCERNS AND RECOMMENDATIONS

- Patrick Moore

7. COMMITTEE/STAFF COMMENTS, QUESTIONS, AND REPORTS

8:21 **7.1 STAFF COMMENTS**

- Staff provided an overview of Walk to School Day events. Mountain View schools are conducting events throughout the month of October.
- Staff distributed a list of VERBS Program activities and indicated that the information had been posted on the City's website. A presentation regarding the VERBS Program is scheduled for the B/PAC's October meeting.
- An update regarding bicycle- and pedestrian-related Customer Relationship Management (CRM) cases will be provided at the B/PAC's next meeting.
- Additional copies of the Walking in Mountain View and Bicycling in Mountain View pamphlets have been printed.
- Staff is researching the possibility of business cards when B/PAC members table community events.
- The October 13 City Council meeting agenda is scheduled to include a Study Session regarding the California/Escuela/Shoreline Complete Streets project and a Consent item authorizing bidding for the Middlefield/Independence/Thaddeus crosswalk project.
- Following up on a discussion regarding the B/PAC's potential role in supporting the Senior Advisory Committee's (SAC's) development of an application for Age-Friendly Community designation, staff advised the

B/PAC that the SAC has only been authorized to develop a work plan and determine the resources required to submit the application. Pursuing the application will likely be a SAC work plan and/or budget request for next fiscal year. The possible inclusion of other City advisory bodies in this effort will likely be discussed at that time.

- The City Clerk's Office is transitioning all City board, commission, and committee agenda formats to be the same as the formats now used by the Council and EPC (i.e., embedded hyperlinks in the online agenda to staff reports and attachments). This transition will occur throughout the current fiscal year. No timeline has been provided to staff regarding the B/PAC agenda transition.

8:28 **7.2 COMMITTEE COMMENTS**

- In response to a Committee member question regarding the status of the Mobility Coordinator recruitment, the Transportation and Business Manager responded that the City will be seeking interim assistance from a consulting firm and a scope of work is under development.
- A Committee member indicated that she would like to see additional bike count information provided from Safe Moves.
- A Committee member shared information/concerns regarding *Ask Mountain View* cases he has submitted or is tracking, a discussion he had with Community Development Department staff regarding the extension of a pathway near the Whisman Light Rail Station, and the adequacy and enforcement of traffic management programs developed for private development and utility construction/maintenance projects. He also asked staff to investigate whether a project to remove turf in the Castro Street median and replace it with bicycle facilities was actually moving forward, and indicated his hope that the bicycle and pedestrian elements of the proposed LinkedIn development project on Shoreline Boulevard would be presented to the B/PAC for review and comment.

8. SET DATE AND TIME FOR NEXT MEETING

Wednesday, October 28, 2015 Regular Meeting

9. **CALENDAR**

Wednesday, November 18, 2015 Special Meeting

10. **ADJOURNMENT**

The meeting was adjourned at 8:48 p.m.

LF/7/PWK
901-09-30-15mn-E

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE WORK PLAN
Fiscal Year 2015-16
(As of September 30, 2015)

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Ongoing Work Items</i>			
A. Review, prioritize, and recommend bicycle and pedestrian projects for annual TDA Article 3 funding application cycle.	Preliminary review of potential projects. VTA call for projects announcement.	Fall 2015 February 2016	
B. Provide input into the development and review of comprehensive bicycle/pedestrian facility plans and regulations (e.g., General Plan Mobility Chapter, Precise Plans, City Code revisions, and Zoning Ordinance bicycle parking requirements).	As required/requested.		
C. Review City roadway system and bikeway/pedestrian facilities for bicycle and pedestrian suitability and make recommendations on improvements.	Ongoing	Ongoing	
D. Make recommendations on capital improvements to bicycle/pedestrian facilities.	Annual Capital Improvement Program (CIP) development and approval process.	Spring 2016	
E. Review private development project applications requiring General Plan, Precise Plan, and/or zoning amendments (Gatekeeper projects).	As directed by City Council.		

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
F. Review public projects to ensure adequate consideration of the needs of bicyclists, pedestrians, and the disabled.	As identified by staff.		
G. Promote bicycle and pedestrian safety via the City website and programs (e.g., VERBS).	Ongoing	Ongoing	
H. Coordinate with City departments and advisory bodies, other Santa Clara County jurisdictions, and transportation-related agencies (e.g., VTA, Caltrans) on pedestrian and bicycling matters.	City representative attend monthly VTA BPAC meeting.	Ongoing	Agenda item for the B/PAC's October meeting.
	Request/schedule a joint meeting with one other City advisory body (e.g., Senior Advisory Committee, Youth Advisory Committee, Environmental Planning Commission, or Parks and Recreation Commission) to discuss mobility-related issues.	October 2015	
	Attend/participate in Association of Pedestrian and Bicycle Professionals (APBP) webinar events offered through the VTA (subject to B/PAC member availability).	Ongoing	
	Pursue as opportunities are identified.	Ongoing	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
<i>Fiscal Year 2015-16 Work Items</i>			
1. Continue to provide input/direction during the Bicycle Transportation Plan (BTP) update process.	Review final draft BTP (including modifications requested by the Council during its July 7 review).	September 2015	Complete. Discussed at the B/PAC's September 30 meeting.
2. Provide input on potential pedestrian improvements along Middlefield Road between the private development at 700 East Middlefield Road and the Middlefield Light Rail Station (carryover from the B/PAC's Adopted Fiscal Year 2013-14 Work Plan).	CDD request for B/PAC review/input.	TBD	
3. Promote and participate in events to encourage bicycling and walking (subject to B/PAC members' availability).	Farmers' Market	Ongoing	B/PAC member Shankari participating.
	Walk to School Day(s)	Fall 2015	
	Arbor Day	March 2016	
	Annual Spring Parade	April 2016	
	Bike to School Day(s)	May 2016	
	Bike to Work Day	May 2016	
	Thursday Night Live	July 9, July 23, August 6, 2015, and Summer 2016	July 9 – England, Roddin; July 23 – Unangst, Shankari; August 6 – England, Roddin. Summer 2016 – TBD.

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
	CNC Meetings: <ul style="list-style-type: none"> • Cuesta/Phyllis/Springer Neighborhood • Other neighborhoods 	October 15, 2015 TBD	B/PAC Member Roddin will attend.
4. Annual review of PMP document.	B/PAC agenda item.	February 2016	
5. Monitor PMP performance measures, trends, and targets to assess improvements in the City's pedestrian environment.	Update data on students walking to school. Update data on students receiving pedestrian safety education. Update data on pedestrian/vehicle and pedestrian/bicycle collisions. Update pedestrian safety-related vehicle enforcement measure data.	4 times/school year 4 times/school year Quarterly Quarterly	
6. After Council adoption of the BTP update, distribute final document to bicycle/pedestrian advisory bodies in Sunnyvale, Los Altos, and Palo Alto.	Distribute final document after City Council adoption.	November 2015	
7. Monitor data regarding students biking to school.	Update data on students biking to school.	4 times/school year	

Title and Description	Key Milestones	Date (per milestone)	Current Status/Notes
8. Develop a proposed work plan (including required staff resources, schedule, and cost estimate) for applying for a Walk-Friendly Community (WFC) designation.	B/PAC review and action on proposed work plan.	Spring 2016	Work plan can serve as the basis of a Fiscal Year 2016-17 Operating Budget or capital improvement project request.
9. Provide input regarding programs, events, and activities to be offered during the next 3-year VERBS program at local schools.	Safe Moves presentation to the B/PAC.	October 2015	Scheduled for October B/PAC meeting.
10. Review of Article VI of Chapter 19 of the City Code pertaining to bicycling, use of sidewalks, and allowable mobility devices on roadways and sidewalks.	Initial discussion with City Attorney's Office and Police Department staff.	March 2016	
11. Receive report and provide input regarding the Police Department's procedure for collecting and reporting data on bicycle- and pedestrian-related collisions.	Agendize for B/PAC discussion.	October 2015	Scheduled for October B/PAC meeting.